Sample CSD COMMUNITY SCHOOL DISTRICT 2014 COMPLIANCE GUIDE SUPPLEMENT

<u>Purpose</u>: To document new or revised compliance items to be tested and/or document testing.

Source: Workpapers as referenced.

Scope: Compliance items tested each year are based on risk assessment.

<u>Conclusion</u>: Compliance selections and/or testing is documented per Compliance Guide and workpapers.

	FY14	FY15
Incharge		
Manager		
Independent Reviewer		

In addition to the updated School Compliance Guide, we have made available this 2014 CSD Compliance Guide Supplement which details all changes made to the prior year CSD Compliance Guide. This Supplement may be used to update the prior year Compliance Guide in lieu of completing a new guide each year.

	Cate- gory	mpl loted/FY			FY14			FY15	
	Cate- gory	Non-co iance N	Sele- cted	Done By	WP Ref	Remarks	Done By	WP Ref	Remarks
LONG-TERM LIABILITIES/DEBT:									
1. (14) General Obligation Bonds/Notes:									
g. (14) Determine the District has complied with the reporting requirements of SEC Rule 15c2-12. Effective July 1, 2009, issuers are subject to ongoing filing requirements for issuances of more than \$1,000,000. All continuing disclosure submissions must be provided to the Municipal Securities Rulemaking Board (MSRB) through its Electronic Municipal Market Access (EMMA) system (www.emma.msrb.org).	3								
h. (14) Determine if the District has established written procedures to monitor compliance with the arbitrage, yield restrictions and rebate requirements under Section 148 of the Internal Revenue Service rules.	2								

	Cate- gory	mpl oted/FY			FY14			FY15	
	Cate- gory	Non-co iance N	Sele- cted	Done By	WP Ref	Remarks	Done By	WP Ref	Remarks
DISBURSEMENTS/EXPENDITURES:									
6. (14) For construction contracts (for bid/quote thresholds applicable prior to 1-1-14, refer to the 2013 Compliance Guide):									
f. (14) Determine construction contracts do not contain clauses which would make the in-state construction contracts subject to the laws of another state or which require litigation, mediation, arbitration or other dispute resolution proceedings be conducted in another state in accordance with Chapter 537A.6 of the Code of Iowa.	3								

			Non-compl iance Noted/FY			FY14			FY15	
		Cate- gory	Non-cor iance N	Sele- cted	Done By	WP Ref	Remarks	Sele- cted	 WP Ref	Remarks
MIS	CELLANEIOUS:									
2.	(14) Certified Enrollment – Certified enrollment is reported to the Department of Education through PEACE (Project Easier and Certified Enrollment).									
	a. (14) Obtain documentation from the Department of Education's website at https://www.educateiowa.gov/data-reporting/data-reporting/certified-enrollment of the amount certified as basic enrollment for the District for October 1 (or the first Monday in October if October 1 falls on a Saturday or Sunday) included in the audit year.	1								
4.	(14) Certified Annual Report (CAR) (chart of account upload and web based forms) – determine the Certified Annual Report was completed and filed timely (Due date is September 15).									
7.	(14) Entrepreneurial Education Fund established under Chapter 298A.15 of the Code of Iowa.									
	a. Determine the establishment of the Entrepreneurial Education Fund was properly approved by the Board.	3								
	b. Determine if the fund consists only of money earned or returns on investments made for entrepreneurial purposes, private donations and contributions of interest earned on deposits.	3								

		Non-compl iance Noted/FY			FY14			FY15	
	Cate- gory	Non-co	Sele- cted	Done	WP Ref	Remarks	Sele- cted	WP Ref	Remarks
MISCELLANEIOUS (continued):									
 Determine all disbursements were for investments activities related to entrepreneurial education purposes and were properly approved by the Board. 	3								
d. Determine no investment was made where a conflict of interest, as defined in Chapter 298A.15 of the Code of Iowa, existed.	3								